

**BY ORDER OF THE COMMANDER
HILL AIR FORCE BASE (AFMC)**



**AIR FORCE MANUAL 23-110
VOLUME 2, PART 2, CHAPTER 16
HILL AIR FORCE BASE
Supplement 1
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Supply

REVERSE-POST PROCEDURES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: 75 LG/LGSPP (Mary P. Greathouse)

Certified by: 75 LG/LGS (J.E. Colvin)

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This supplement updates and assigns processes and policies to current requirements. Procedures for internal management, responsibilities and processing controls of reverse-post transactions are identified. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

AFMAN 23-110, Volume 2, Part 2, Chapter 16, is supplemented as follows:

16.2.1. Use AFMC Form 183, **Reverse-Post Request**, to document, justify, and approve or disapprove reverse post requests. A copy of each completed AFMC Form 183 will be filed by Document Control with the completed reverse-post (RVP) document.

16.4.4. Zero Overpricing Monitor (ZOP) will coordinate with Document Control to accomplish RVP when necessary. **NOTE:** Document Control personnel will process RVP inputs

T. NEIL HANSEN
Deputy Commander, 75th Logistics Group